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Governor

Thomas Metcalfe
President

Thomas H. Devine
Executive Director

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Wisconsin National and Community Service Board
1 West Wilson Street, Room 456, Madison, Wisconsin

October 15, 2003

The Honorable Jim Doyle
State Capitol Building
P.O. Box 7863
Madison, WI 53715

Dear Governor Doyle:

On behalf of the Wisconsin National and Community Service Board, I am pleased to provide you with the Wisconsin National and Community Service Board's 2001-2003 Biennial Report.

We are proud of what we have accomplished during 2001-2003 and continue to be committed to providing Wisconsin citizens with opportunities to serve their communities. AmeriCorps programs have significantly strengthened communities by providing service opportunities that address locally identified needs.

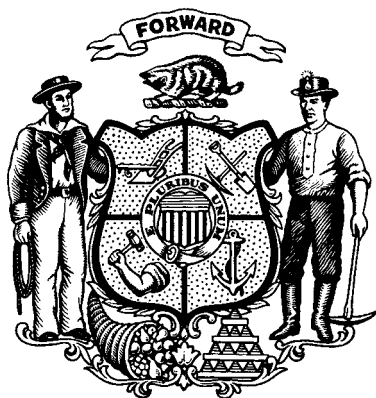
We share your commitment to Wisconsin's children. The Wisconsin National and Community Service Board has been effective in supporting your education and youth development goals. We have actively participated in the expansion of service-learning activities in the state and continue to support the Community Connection Initiative.

Thank you for your support of the national and community service programs in Wisconsin. Please feel free to contact me at (608) 261-6716 if you have any questions.

Sincerely,

Thomas H. Devine
Executive Director





WISCONSIN NATIONAL AND COMMUNITY SERVICE BOARD

**STATE OF WISCONSIN
2001-2003 BIENNIAL REPORT**

**Wisconsin National and Community Service Board
2001-2003 Biennial Report**

Table of Contents

Transmittal Letter	Page 1
Cover Page	Page 2
Table of Contents	Page 3
A. Brief overview of the agency's organizational structure and functions.	Page 4
B. Review of the performance and operation of the agency or department during the 2001-2003 biennium highlighting efficiencies, dollar savings and important organizational or administrative changes.	Page 5
C. Major program goals and objectives including program changes and policy directions as outlined in the Governor's 2003-2005 biennial budget.	Page 6
D. Report on the agency's success or failure in developing and creating flexible-time work schedules, additional, permanent part-time positions and other alternative work patterns (Section 230.215 (4), Wis. Stats.)	Page 7
E. Other information as deemed appropriate. For example, some reports could include a synopsis of changes in the statutes significantly affecting agency operations or a statistical appendix highlighting measurable aspects of agency workload. It is up to each agency to determine whether or not to include such information.	Page 7

WISCONSIN NATIONAL AND COMMUNITY SERVICE BOARD 2001-2003 BIENNIAL REPORT

A. Brief overview of the agency's organizational structure and functions.

Mission Statement: The Wisconsin National and Community Service Board's mission is to enrich lives and communities in Wisconsin through service and volunteerism. This statement was approved at the August 2002 board retreat. This mission has been consistent throughout the nearly 10-year history of the Wisconsin National and Community Service Board.

Commission Board and Staff: The Wisconsin National and Community Service Board (WNCSB) was established in 1994 in response to the National and Community Service Trust Act of 1993, creating AmeriCorps and the Corporation for National and Community Service, a federal agency, to expand opportunities for Americans to serve their communities. The WNCSB was established by Executive Order 214 and Wisconsin Act 437 and is a governor-appointed board. The 22-member, citizen body consists of sixteen (16) voting members and eight (6) ex-officio, non-voting members. Though an independent policy-making entity, it has been attached to the Wisconsin Department of Administration for administrative purposes.

The WNCSB has five staff positions and is headed by Thomas H. Devine, Executive Director. The Executive Director reports to the Board President. Below is a Board Member Roster and a Staff Roster (as of 10/1/03):

BOARD MEMBER ROSTER

Tom Metcalfe, President
Marc Marotta, Vice President
Raymond Boland
Elizabeth Burmaster
Connie Ferris Bailey
Marguita Fox
Roberta Gassman
Robert Guenther
Joel Haubrich
Walter Kraemer
William Kumpf
Jill Pelisek
Harold Reckelberg
Nathaniel Robinson
Linda Sunde
Albert Wilkening
Jeanan Yasari

STAFF ROSTER

Tom Devine, Executive Director, (608) 261-6716, devinth@dhfs.state.wi.us
Vince Borleske, Program Officer, (608) 267-2359, borlevj@dhfs.state.wi.us
Hannah Harris, Program Officer, (608) 261-6604, harrihs@dhfs.state.wi.us
Gloria Nikolas, Program Officer, (608) 266-5116, nikolqi@dhfs.state.wi.us
Jennifer Rodis, Program Officer, (608) 266-8161, rodisja@dhfs.state.wi.us

The WNCSB supports service in Wisconsin primarily by granting AmeriCorps funds to organizations that involve citizens in service activities that meet human, educational, environmental, public safety,

and homeland security needs. Two-thirds of all AmeriCorps program funds flow directly to the states to entities called "state commissions" through a population-based formula and a national competition. The WNCSB is Wisconsin's state commission. AmeriCorps grants are made to nonprofit organizations, state and local units of government, institutions of higher education, and Indian tribes. The WNCSB typically manages a grant competition for AmeriCorps funds annually, based on the availability of funds from the Corporation for National and Community Service.

AmeriCorps, often referred to as the domestic Peace Corps, gives citizens the opportunity to engage in full- and part-time service to their community. Citizens participating in AmeriCorps (called AmeriCorps "members") are placed at community nonprofit organizations, faith-based groups, schools, and local agencies. Through their participation in AmeriCorps programs, citizens are given the opportunity to not only enrich the lives of the people and communities they serve but also their own lives through professional and personal development. Most AmeriCorps members receive a small living allowance during their term of service. After completing a term of service, AmeriCorps members receive an education award to help pay for college or job training or to pay back student loans.

AmeriCorps is part of the USA Freedom Corps, a White House initiative to foster a culture of citizenship, service, and responsibility, and help all Americans answer the President's Call to Service. AmeriCorps has three primary goals:

- **Getting Things Done** – helping communities meet needs in the areas of education, public safety, the environment, other human needs and homeland security through AmeriCorps members providing direct and demonstrable community service.
- **Strengthening Communities** – AmeriCorps unites individuals and institutions of all different kinds in a common effort to improve Wisconsin communities.
- **Member Development** – AmeriCorps members are encouraged to take responsibility through service and civic education. Educational awards for members expand opportunities for members.

The WNCSB is also responsible for the coordination of the Wisconsin Unified State Plan with the Corporation for National and Community Service State Office and the Department of Public Instruction. This Unified State Plan is managed by the WNCSB through a collaborative effort of all the CNCS service providers in Wisconsin. In 2002, the WNCSB updated its Unified State Plan after many months of gathering information at regional meetings conducted around the state. The WNCSB, with the assistance of a contractor, facilitated five regional meetings that were attended by 178 partner organizations including all streams of national service (AmeriCorps, Senior Corps, and Learn and Serve America) and other community-based organizations. As a result of this process, six service priorities were identified as focal points for national service funding in the state. Please visit www.wisconsinserve.org to download a copy of the plan, or contact Tom Devine at (608) 261-6716 for a copy.

B. Review of the performance and operation of the agency or department during the 2001-2003 biennium highlighting efficiencies, dollar savings and important organizational or administrative changes.

- **AmeriCorps:** In 2001-2003*, the Wisconsin National and Community Service Board (WNCSB) was awarded \$6,635,567 in AmeriCorps*State grants. The WNCSB distributed \$5,068,337 to 12 community agencies (as of 6/30/03). These agencies provided \$6,163,043 in cash and in-kind matching funds (as of 6/30/01). This means that for every AmeriCorps dollar spent by these programs, they provided local \$1.22 in matching funds. As of October 15, 2003, 1,510 AmeriCorps members participated or are currently participating in a term of service and have

completed over 966,543 service hours. Of these 1,510 members, 1,206 have completed a term of service and have earned nearly \$4.4 million in education awards. Members provided a variety of services to communities throughout the state ranging from tutoring students in schools, mentoring youth in after-school programs, distributing produce to food pantries, recruiting volunteers to building low-income housing.

**Defined for AmeriCorps as the 2001-2002 and 2002-2003 program years.*

- **PDAT:** In 2001-2003*, the WNCSB was awarded \$358,000 in Program Development Assistance and Training Award funding and will spend approximately \$316,620 by 10/31/03. The grant funded training and program assistance for Corporation for National and Community Service programs in Wisconsin, statewide AmeriCorps member and staff events, statewide national and community service conferences, the WNCSB's first annual Wisconsin Community Service Awards ceremony.

**Defined for PDAT as the 2001, 2002 and 2003 calendar years.*

- **Administration:** In 2001-2003, the WNCSB was awarded \$744,904 in Administrative Grant funds. The purpose of the funds is to support the WNCSB's operational expenses that include board functions, staff costs, and operating costs. The WNCSB is attached to the Department of Administration (DOA) and is housed at the Department of Health and Family Services (DHFS) through a memorandum of understanding for administrative purposes. The Administrative Grant funds require a dollar-for-dollar match. DHFS has been and continues to be responsible for providing a large portion of the WNCSB's Administrative Grant match. During this period, the WNCSB was able to expend \$684,737 of the Administrative Grant funds available (as of 9/30/03). While DOA and DHFS have utilized some GPR funds to support WNCSB operations, the WNCSB has not had direct general-purpose revenue support for community service activities. DOA and DHFS match has been primarily in-kind, e.g., office space, computer support, and administrative assistance. While these are beneficial resources, they come with limiting constraints from the hosting department.

**Defined for Administrative Grant as the 2001, 2002 and 2003 calendar years.*

C. Major program goals and objectives including program changes and policy directions as outlined in the Governor's 2003-2005 biennial budget.

The Wisconsin National and Community Service Board (WNCSB) is included in the Department of Administration (DOA) budget 20.505. However, the WNCSB functions as an independent agency within DOA. The WNCSB utilizes DOA for legal, accounting and personnel services.

As previously mentioned in Section A of this report, the WNCSB is responsible for the coordination of the Wisconsin Unified State Plan with the Corporation for National and Community Service State Office and the Department of Public Instruction. This Unified State Plan is managed by the WNCSB through a collaborative effort of all the CNCS service providers in Wisconsin. In 2002, the WNCSB updated its Unified State Plan after many months of gathering information at regional meetings conducted around the state. As a result of this process, six service priorities were identified as focal points for national service funding in the state. Each priority is listed below and is followed by an example of how the WNCSB achieves the priority:

- Improve communication, coordination, cooperation, and collaboration among all national service programs. Example: The WNCSB hosts an annual statewide national service conference and awards celebration for national service programs.
- Mobilize people and resources to deliver creative solutions to community problems through the development and coordination of community service and volunteer activities for citizens in Wisconsin including opportunities for youth and older adults to address community needs. Example: The WNCSB provides funding to organizations that in turn provide meaningful, primarily

direct service opportunities. All AmeriCorps programs in 2003-2004 are required to involve their AmeriCorps members in volunteer recruitment activities.

- Expand literacy efforts and education for children, adults, and families. Example: Six of the WNCBSB's ten 2003-2004 AmeriCorps programs will involve at least some of their members in literacy efforts, primarily through tutoring.
- Promote a common definition of service-learning and coordinate resources to expand service learning awareness, education, and recognition. Example: The WNCBSB helped to sponsor the Department of Public Instruction's first statewide service-learning conference on September 18, 2003. Service-learning is a teaching methodology that effectively promotes learning by connecting academic studies to real-life experiences. Service-learning projects combine community service with student learning in a practical way that enhances academic knowledge and improves community environments and fellowship.
- Increase positive youth development resources so that more young people have access to the five fundamental resources identified by America's Promise. Example: Nine of the WNCBSB's ten 2003-2004 AmeriCorps programs will involve at least some of their members in activities that will help young people have access to the five fundamental resources, such as mentoring. The five resources are described at www.americaspromise.org.
- Include faith-based, small community-based, and other nonprofit organizations, government, schools, business, and organizations serving diverse populations in national and community service program activities and implement program strategies that reflect national priorities for volunteer mobilization, homeland security, and disaster preparedness. Example: The WNCBSB's 2003-2004 AmeriCorps programs are operated by nine nonprofit organizations and one state agency. These programs place their members at faith-based and small community-based organizations, other nonprofit organizations and schools. All members are involved in activities that reflect the national priorities set by the Corporation for National and Community Service.

Please visit www.wisconsinserve.org to download a copy of the plan, or contact Tom Devine at (608) 261-6716 for a copy.

D. Report on the agency's success or failure in developing and creating flexible-time work schedules, additional, permanent part-time positions and other alternative work patterns (Section 230.215 (4), Wis. Stats.).

The WNCBSB employees have been able to utilize flexible work schedules. From March 2003-present, one WNCBSB employee who was formally full-time switched to part-time after returning from maternity leave. Employees have been able to work from their homes and have adjusted their work schedules to meet their personal and professional needs.

E. Other information as deemed appropriate. For example, some reports could include a synopsis of changes in the statutes significantly affecting agency operations or a statistical appendix highlighting measurable aspects of agency workload. It is up to each agency to determine whether or not to include such information.

The 2000 census had a negative impact on the federal resources available to the WNCBSB due to the fact that most of the grant awards received by the WNCBSB are population formula-based. AmeriCorps formula and Administrative funds awarded to the WNCBSB have been reduced as a result of the census.

Management problems at the Corporation for National and Community Service during the past year have negatively impacted the WNCBSB's ability to access AmeriCorps funding. The darkest day came when the Corporation for National and Community Service (a federal agency) informed the WNCBSB

and the other state commission offices across the country that for the 2003-2004 program year they would be awarded only a fraction of the AmeriCorps member positions that they received in 2002-2003. Wisconsin was awarded only 29 full-time AmeriCorps member positions to grant to AmeriCorps programs across the state during the 2003-2004 program year, compared to 638 full-time positions for 2002-2003.

Fortunately, the WNCSB was eventually able grant out 289 full-time positions, still a significant decrease in AmeriCorps service opportunities but obviously much better than only 29. Unfortunately, the WNCSB was not able to provide positions and funding to all of the agencies that applied for 2004-2005 AmeriCorps funding through the WNCSB. Some of these agencies were funded in 2002-2003 and made notable contributions to there communities. The WNCSB is hoping that these programs and other agencies will have the opportunity to apply for AmeriCorps funding for the 2005-2006 program year.